



WILLIAM T FUJIOKA
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

November 18, 2008

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**DEPARTMENT OF PARKS AND RECREATION:
APPROVE WHITTIER NARROWS RECREATION AREA COMFORT STATION
IMPROVEMENTS PROJECT, CAPITAL PROJECT NO. 87035; APPROVE
APPROPRIATION ADJUSTMENT; AND AUTHORIZE
AWARD OF JOB ORDER CONTRACT
(FIRST DISTRICT) (4 VOTES)**

SUBJECT

Approval of the recommended actions will approve the project scope of work and project budget, approve an appropriation adjustment and authorize the award of a Job Order Contract for purposes of completing the Comfort Station Improvements at Whittier Narrows Recreation Area.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Find the proposed project categorically exempt from the provisions of California Environmental Quality Act for the reasons cited herein.
2. Approve scope and total project budget of \$275,000 for the Whittier Narrows Recreation Area Comfort Station Improvements Project, for the repair and replacement of existing comfort station septic sewer systems.

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

"To Enrich Lives Through Effective And Caring Service"

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Intra-County Correspondence Sent Electronically Only**

3. Approve the Request for Appropriation Adjustment transferring \$175,000 in previously unallocated Roberti-Z'Berg-Harris Urban Open Space and Recreation Grant Program funds and \$100,000 in net County cost allocated for Enhanced Unincorporated Area Services from Bassett County Park Splash Pads Capital Project No. 69491 to the Whittier Narrows Recreation Area Comfort Station Improvements Project, Capital Project No. 87035.
4. Authorize the award of construction contract for the Comfort Station Improvement Project to a Board-approved Job Order Contractor, in an amount not to exceed \$215,000, including change orders for the replacement of Septic Sewer System at comfort stations numbers 8 and 23 at Whittier Narrows Recreation Area.

PURPOSE /JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will provide required funding and allow the Department of Parks and Recreation (Department) to complete the replacement of septic systems at comfort stations numbers 8 and 23 at Whittier Narrows Recreation Area.

The project scope consists of the connection of the existing comfort station facilities to new septic systems, which includes the installation of collection tank, distribution boxes, and leach lines.

The project will be managed by the Department's Construction Division, and a qualified Board-approved construction contractor will carry out construction. The project schedule and budget summary are included in Attachment I.

Green Building/Sustainable Design

The replacement of the septic systems supports your Board's amendments to Green Building and Sustainable Design Policy, insofar as the new septic systems will increase operational efficiency by reducing maintenance.

Implementation of Strategic Plan Goals

Approval of the recommended action supports County Strategic Plan goals of Fiscal Responsibility (Goal 4), by completing the work in the most efficient and cost effective manner, and Children and Families Well-Being (Goal 5), by publicizing affordable, accessible, educational and cultural opportunities at Whittier Narrows Recreation Area.

FISCAL IMPACT/FINANCING

The total project cost estimate for this facility improvement is \$275,000, which consists of \$215,000 for a construction contract, a \$50,000 contingency for unforeseen conditions, and \$10,000 for project management.

\$175,000 of the project cost is funded by the Roberti-Z'berg-Harris Urban Open Space and Recreation Grant Program under the Safe Neighborhood Parks, Clean Water, Clean Air, and Coastal Protection Bond Act of 2000 (Proposition 12 RZH). The remaining \$100,000 is funded by net County cost allocated for Enhanced Unincorporated Area Services.

The attached Appropriation Adjustment will provide sufficient appropriation for the project expenditures including the increase of \$175,000 in Proposition 12 funding and the transfer of \$100,000 in net County cost from the cancelled Bassett County Park Splash Pads, Capital Project No. 69491 (C.P. No. 69491). The Fiscal Year 2008-09 Capital Projects/Refurbishments Budgets includes sufficient appropriation for the transfer of funding under C.P. No. 69491.

Operating Budget Impact

Based on the project description, the Department anticipates an increase in ongoing maintenance costs resulting from the recommended actions. The provisions of the project results in a maintenance requirement estimated at \$2,250 annually for septic tank cleanout, which will be fulfilled with existing park staff and resources. Should the necessity arise, the Department will work with the Chief Executive Office to determine the appropriate level of maintenance and available funding.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The proposed project is exempt from your Board's Civic Art Policy adopted on December 7, 2004, since the total project value is less than \$500,000.

County Counsel has reviewed and approved this recommendation as to form.

ENVIRONMENTAL DOCUMENTATION

Whittier Narrows Recreation Area (WNRA) is a federal facility under the jurisdiction of the United States Army Corps of Engineers and is operated and maintained by the County of Los Angeles Department of Parks and Recreation. As a federal facility, all projects at WNRA must comply with the National Environmental Policy Act (NEPA).

The United States Army Corps of Engineers has determined that the project is in compliance with NEPA as Categorical Exclusion in accordance with 40 CFR 1508.4 and

33d CFR 230.9 and that the project when considered individually and cumulatively does not have significant effects on the quality of the human environment.

In addition, the proposed project is categorically exempt from California Environmental Quality Act (CEQA) according to Section 15302 (c) of the State CEQA Guidelines and Class 2(e) of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, because the proposed project provides for replacement of existing utility systems and facilities involving no expansion of capacity.

CONTRACTING PROCESS

This authority will allow the Department the ability to procure a Job Order Contract to complete the proposed project.

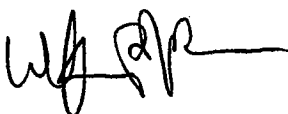
IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of these actions will cause no impact to current services and programs.

CONCLUSION

Please return one adopted copy of this letter to the Chief Executive Office, Capital Projects Division, and one to the Department of Parks and Recreation.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer

WTF:RG:DL
JSE:DJT:RB:zu

Attachment

c: Auditor-Controller
County Counsel
Department of Parks and Recreation

ATTACHMENT I

**PARKS AND RECREATION GENERAL IMPROVEMENTS
AT WHITTIER NARROWS RECREATION AREA
C.P. NO. 87035**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Award Design Contract	NA
Execute Design Contract	NA
Construction Documents	NA
Jurisdictional Approvals	10/30/08
Award JOC Contract	10/15/08
Start Construction	10/30/08
Substantial Completion	11/30/08
Project Acceptance	12/31/08

III. PROJECT BUDGET SUMMARY

Project Activity	Proposed Budget
Land Acquisition	\$ 0
Construction	
Low Bid Construction Contract	\$ 0
Job Order Contract	200,000
Change Orders	15,000
Departmental Crafts	0
Youth Employment	0
Construction Consultants	0
Misc. Expense—(Contingency for unforeseen conditions)	50,000
Telecomm Equip – Affixed to Building	0
Civic Arts	0
Subtotal	0
	\$ 265,000
Programming/Development	\$ 0
Plans and Specifications*	\$ 0
Consultant Services	
Site Planning	\$ 0
Hazardous Materials	0
Geotech/Soils Report and Soils Testing	0
Material Testing	0
Cost Estimating	0
Topographic Surveys	0
Construction Management	0
Construction Administration	0
Environmental	0
Move Management	0
Equipment Planning	0
Legal	0
Construction/Change Order	0
Other:	0
Subtotal	\$ 0
Miscellaneous Expenditures	\$ 0
Jurisdictional Review/Plan Check/Permit	\$ 0
County Services	
Code Compliance Inspection	\$ 0
Quality Control Inspection	0
Design Review	0
Design Services	0
Contract Administration	0
Project Management	10,000
Project Management Support Services	0
ISD Job Order Contract Management	0
DPW Job Order Contract Management	0
ISD ITS Communications	0
Project Security	0
Project Technical Support	0
Office of Affirmative Action	0
County Counsel	0
Other:	0
Sheriff Job Order Contract Management	0
Subtotal	\$ 10,000
TOTAL	\$ 275,000

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76R 352M 11/83

BOARD OF
SUPERVISORS
OFFICIAL COPY

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPARTMENT OF **PARKS AND RECREATION**

DEPT'S.
No. 600

OCTOBER 21, 2008

AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 2008-09
4 - VOTES

SOURCES

Department of Parks & Recreation
Capital Project/Refurbishments
Whittier Narrows Recreation Area (1)
Comform Station Improvements
Rev.: State Proposition 12 Roberti-Z'Berg-Harris
A01-CP-88-882A-65043-87035
Increase Revenue \$175,000

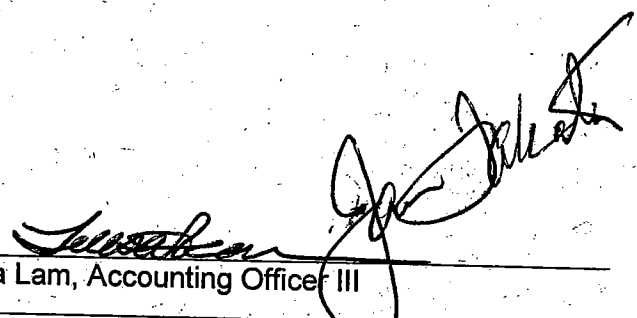
USES

Department of Parks & Recreation
Capital Projects/Refurbishments
Whittier Narrows Recreation Area (1)
Comfort Station Improvements
Building & Improvement
A01-CP-6014-65043-87035
Fixed Assets - B & I
Increase Appropriation \$275,000

JUSTIFICATION

Adjustment is necessary to establish the revenue and appropriation to fully fund the Whittier Narrows Recreation Area Comfort Station Improvements project.

Page 1 of 2


Teresa Lam, Accounting Officer III

PINK

76R 352M 11/83

BOARD OF
SUPERVISORS
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COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S.

No. 600

DEPARTMENT OF **PARKS AND RECREATION**

OCTOBER 21, 2008

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FY 2008-09

4 - VOTES

SOURCESUSES

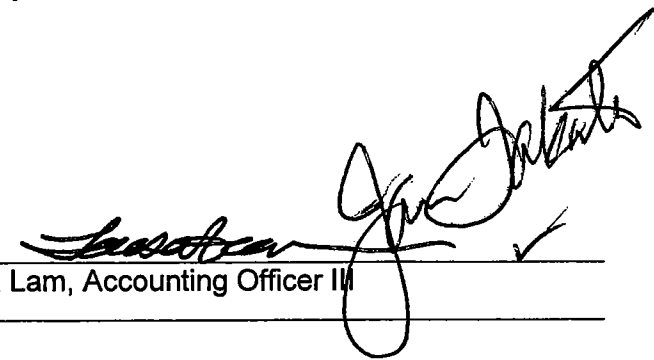
Department of Parks & Recreation
Capital Project/Refurbishments
Bassett County Park (1)
Splash Pad
Building & Improvement /
A01-CP-6014-65043-69491
Fixed Assets - B & I
Decrease Appropriation

\$100,000

\$275,000
=====\$275,000
=====JUSTIFICATION

Adjustment is necessary to establish the revenue and appropriation to fully fund the Whittier Narrows Recreation Area Comfort Station Improvements project.

Page 2 of 2


Teresa Lam, Accounting Officer III

CHIEF EXECUTIVE OFFICER'S REPORT

REFERRED TO THE CHIEF
EXECUTIVE OFFICER FOR -

ACTION

RECOMMENDATION

APPROVED AS REQUESTED

AS REVISED

Nov 5, 2008 20

CHIEF EXECUTIVE OFFICER

APPROVED (AS REVISED):
BOARD OF SUPERVISORS

20

BY

DEPUTY COUNTY CLERK

AUDITOR-CONTROLLER

BY

NO.

054

Oct 31

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SEND 6 COPIES TO THE AUDITOR-CONTROLLER

